



Employment Standards Administration

Wage and Hour Division

Compliance Assistance Materials

Disclaimer

May 17, 2001

MEMORANDUM NO. 194

TO: All Contracting Agencies of the Federal Government and Contracting Agencies of the District of Columbia

FROM: Thomas M Markey
Acting Administrator

SUBJECT: Service Contract Act Health and Welfare Fringe Benefit Changes, and Plans for Revision of the **Service Contract Act Directory of Occupations**

In accordance with the requirements of Section 4.52 of the Regulations, 29 CFR Part 4, the prevailing health and welfare fringe benefits issued under the McNamara O'Hara Service Contract Act (SCA) will be increased on June 1, 2001. As prescribed by the Regulations, the new benefit rates are derived from the latest Bureau of Labor Statistics Employment Cost Index (ECI) summary of **Employer Cost for Employee Compensation**. Effective June 1, 2001 the new SCA health and welfare single benefit rate will be \$2.02 per hour or \$80.80 per week, or \$350.13 per month.

Solicitation/Contracts Affected

All Invitation for Bids opened, or other service contracts awarded on or after June 1, 2001 must include an updated SCA wage determination (WD) issued in accordance with the regulatory health and welfare fringe benefit determination methodology. Contracting agencies may make pen and ink changes to their current WD if received for contracts beginning on or after June 1, and for which the updated health and welfare rates were not included. It is not required that the contracting agency request a revised WD for only a health and welfare rate change.

Wage Determinations for the State of Hawaii





Under Section 2a)(2) of the Service Contract Act, fringe benefit payments that are required by state law may not be used to satisfy the employer's fringe benefit obligations. In Hawaii, most employers are required by law to provide health insurance coverage for their employees. Therefore, employer contributions that are made to satisfy the employer's obligations under the Hawaii mandated pre-paid Health Care Act may not be credited toward meeting the contractor's obligations under SCA. The SCA WDs have addressed this issue in the past by excluding the health insurance portion. Currently, most Hawaii WDs specify a health and welfare benefit amount of \$.70 per hour.

Consistent with past practices, and in recognition of the fact that Hawaii law requires employers to provide health care coverage for most employees, the SCA WDs for Hawaii will continue to exclude the health insurance portion of the benefits for all employees on whose behalf the employer provides benefits pursuant to the Hawaii prepaid Health Care Act. However, all employers are not required to make and, in fact, do not make contributions for certain employees under the Hawaii law, and the reduced fringe benefit level is not appropriate for those employees.

Therefore, effective June 1, 2001 the new SCA health and welfare fringe benefit level for Hawaii will be \$.93 per hour, or \$37.20 per week, or \$161.20 per month for all employees on whose behalf the contractor provides health care benefits pursuant to the Hawaii Health Care Act. For those employees who are not receiving health care benefits mandated by the Hawaii prepaid Health Care Act, the new health and welfare benefit rates will be \$2.02. For information regarding Hawaii's prepaid Health Care Act please contact the Hawaii Employer's Council, Post Office Box 29699, Honolulu, Hawaii 96820-2099, telephone number 1-800-836-1511.

Revision of the Service Contract Act Directory of Occupations (the Directory)

Beginning later in the summer, we will undertake a review of the appropriate occupational classes in the Directory. This is your opportunity to advise the Department of any occupational classes that should be added or deleted. Please submit your suggestions with a job description and a proposed federal grade equivalent to the Branch of Service Contract Wage Determinations by August 21, 2001.

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REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON, D.C. 20210



William W. Gross
Director

Division of
Wage Determinations

Wage Determination No.: 1994-2121
Revision No.: 15
Date of Last Revision: 09/14/2000

State: Florida

Area: Florida Counties of Bay, Calhoun, Escambia, Franklin, Gadsden, Gulf, Holmes, Jackson, Jefferson, Leon, Liberty, Okaloosa, Santa Rosa, Wakulla, Walton, Washington

**** Fringe Benefits Required Follow the Occupational Listing ****

OCCUPATION TITLE

MINIMUM WAGE RATE

Administrative Support and Clerical Occupations

Accounting Clerk I	7.74
Accounting Clerk II	8.60
Accounting Clerk III	10.18
Accounting Clerk IV	12.32
Court Reporter	10.17
Dispatcher, Motor Vehicle	10.21
Document Preparation Clerk	8.59
Duplicating Machine Operator	8.59
Film/Tape Librarian	10.91
General Clerk I	5.78
General Clerk II	7.34
General Clerk III	8.59
General Clerk IV	9.65
Housing Referral Assistant	10.63
Key Entry Operator I	7.83
Key Entry Operator II	9.56
Messenger (Courier)	5.78
Order Clerk I	7.89
Order Clerk II	10.33
Personnel Assistant (Employment) I	6.04
Personnel Assistant (Employment) II	7.68
Personnel Assistant (Employment) III	8.98
Personnel Assistant (Employment) IV	10.09
Production Control Clerk	10.63
Rental Clerk	9.03
Scheduler, Maintenance	9.96
Secretary I	9.51
Secretary II	10.17
Secretary III	10.63
Secretary IV	11.63
Secretary V	12.85
Service Order Dispatcher	9.03

Stenographer I	
Stenographer II	8.47
Supply Technician	10.63
Survey Worker (Interviewer)	11.65
Switchboard Operator-Receptionist	10.21
Test Examiner	7.62
Test Proctor	10.17
Travel Clerk I	10.17
Travel Clerk II	7.73
Travel Clerk III	8.22
Word Processor I	8.68
Word Processor II	7.52
Word Processor III	9.04
	9.54

Automatic Data Processing Occupations

Computer Data Librarian	
Computer Operator I	9.22
Computer Operator II	9.22
Computer Operator III	10.97
Computer Operator IV	12.47
Computer Operator V	14.46
Computer Programmer I (1)	15.21
Computer Programmer II (1)	11.85
Computer Programmer III (1)	14.67
Computer Programmer IV (1)	17.65
Computer Systems Analyst I (1)	20.12
Computer Systems Analyst II (1)	18.39
Computer Systems Analyst III (1)	21.15
Peripheral Equipment Operator	24.12
	9.22

Automotive Service Occupations

Automotive Body Repairer, Fiberglass	
Automotive Glass Installer	17.84
Automotive Worker	16.05
Electrician, Automotive	16.05
Mobile Equipment Servicer	16.94
Motor Equipment Metal Mechanic	14.27
Motor Equipment Metal Worker	17.84
Motor Vehicle Mechanic	16.05
Motor Vehicle Mechanic Helper	17.84
Motor Vehicle Upholstery Worker	13.32
Motor Vehicle Wrecker	15.19
Painter, Automotive	16.05
Radiator Repair Specialist	16.94
Tire Repairer	16.05
Transmission Repair Specialist	13.79
	17.84

Food Preparation and Service Occupations

Baker	
	10.02

Cook I	
Cook II	8.91
Dishwasher	10.02
Food Service Worker	6.52
Meat Cutter	6.52
Waiter/Waitress	10.02
	7.12

Furniture Maintenance and Repair Occupations

Electrostatic Spray Painter	16.94
Furniture Handler	12.50
Furniture Refinisher	16.94
Furniture Refinisher Helper	13.32
Furniture Repairer, Minor	15.19
Upholsterer	16.94

General Services and Support Occupations

Cleaner, Vehicles	6.52
Elevator Operator	6.52
Gardener	8.91
House Keeping Aid I	5.93
House Keeping Aid II	6.52
Janitor	6.94
Laborer, Grounds Maintenance	7.12
Maid or Houseman	5.93
Pest Controller	9.48
Refuse Collector	6.52
Tractor Operator	8.31
Window Cleaner	7.12

Health Occupations

Dental Assistant	10.93
Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver	10.93
Licensed Practical Nurse I	8.71
Licensed Practical Nurse II	9.77
Licensed Practical Nurse III	10.93
Medical Assistant	9.77
Medical Laboratory Technician	9.77
Medical Record Clerk	9.77
Medical Record Technician	13.54
Nursing Assistant I	7.10
Nursing Assistant II	7.98
Nursing Assistant III	8.71
Nursing Assistant IV	9.77
Pharmacy Technician	12.19
Phlebotomist	9.77
Registered Nurse I	13.54
Registered Nurse II	16.57
Registered Nurse II, Specialist	16.57
Registered Nurse III	20.05

Registered Nurse III, Anesthetist	20.05
Registered Nurse IV	24.02
Information and Arts Occupations	
Audiovisual Librarian	15.05
Exhibits Specialist I	15.26
Exhibits Specialist II	18.59
Exhibits Specialist III	21.87
Illustrator I	15.26
Illustrator II	18.59
Illustrator III	21.87
Librarian	12.85
Library Technician	11.65
Photographer I	12.90
Photographer II	15.26
Photographer III	18.59
Photographer IV	21.87
Photographer V	26.44
Laundry, Dry Cleaning, Pressing and Related Occupations	
Assembler	6.24
Counter Attendant	6.24
Dry Cleaner	7.37
Finisher, Flatwork, Machine	6.24
Presser, Hand	6.24
Presser, Machine, Drycleaning	6.24
Presser, Machine, Shirts	6.24
Presser, Machine, Wearing Apparel, Laundry	6.24
Sewing Machine Operator	7.81
Tailor	8.23
Washer, Machine	6.58
Machine Tool Operation and Repair Occupations	
Machine-Tool Operator (Toolroom)	16.94
Tool and Die Maker	20.53
Material Handling and Packing Occupations	
Forklift Operator	12.50
Fuel Distribution System Operator	15.08
Material Coordinator	14.27
Material Expediter	14.27
Material Handling Laborer	10.44
Order Filler	10.18
Production Line Worker (Food Processing)	13.32
Shipping Packer	9.55
Shipping/Receiving Clerk	10.33
Stock Clerk (Shelf Stocker; Store Worker II)	11.60
Store Worker I	8.51
Tools and Parts Attendant	13.32

Warehouse Specialist

12.04

Mechanics and Maintenance and Repair Occupations

Aircraft Mechanic	17.84
Aircraft Mechanic Helper	13.32
Aircraft Quality Control Inspector	18.75
Aircraft Servicer	15.19
Aircraft Worker	16.05
Appliance Mechanic	16.94
Bicycle Repairer	13.79
Cable Splicer	17.84
Carpenter, Maintenance	16.94
Carpet Layer	16.05
Electrician, Maintenance	17.84
Electronics Technician, Maintenance I	16.72
Electronics Technician, Maintenance II	19.35
Electronics Technician, Maintenance III	20.39
Fabric Worker	15.19
Fire Alarm System Mechanic	17.84
Fire Extinguisher Repairer	14.27
Fuel Distribution System Mechanic	17.84
General Maintenance Worker	16.05
Heating, Refrigeration and Air Conditioning Mechanic	17.84
Heavy Equipment Mechanic	17.84
Heavy Equipment Operator	17.84
Instrument Mechanic	17.84
Laborer	9.00
Locksmith	16.94
Machinery Maintenance Mechanic	19.48
Machinist, Maintenance	17.84
Maintenance Trades Helper	13.32
Millwright	17.84
Office Appliance Repairer	16.94
Painter, Aircraft	16.94
Painter, Maintenance	16.94
Pipefitter, Maintenance	17.84
Plumber, Maintenance	16.94
Pneudraulic Systems Mechanic	17.84
Rigger	17.84
Scale Mechanic	16.05
Sheet-Metal Worker, Maintenance	17.84
Small Engine Mechanic	16.05
Telecommunication Mechanic I	17.84
Telecommunication Mechanic II	18.75
Telephone Lineman	17.84
Welder, Combination, Maintenance	17.84
Well Driller	17.84
Woodcraft Worker	17.84
Woodworker	14.27

Miscellaneous Occupations

Animal Caretaker	7.72
Carnival Equipment Operator	8.31
Carnival Equipment Repairer	8.91
Carnival Worker	6.94
Cashier	5.89
Desk Clerk	6.50
Embalmer	16.57
Lifeguard	5.79
Mortician	16.57
Park Attendant (Aide)	7.28
Photofinishing Worker (Photo Lab Tech., Darkroom Tech)	6.50
Recreation Specialist	11.63
Recycling Worker	8.31
Sales Clerk	5.79
School Crossing Guard (Crosswalk Attendant)	6.94
Sport Official	5.79
Survey Party Chief (Chief of Party)	8.95
Surveying Aide	5.33
Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	8.10
Swimming Pool Operator	10.02
Vending Machine Attendant	8.31
Vending Machine Repairer	10.02
Vending Machine Repairer Helper	8.31

Personal Needs Occupations

Child Care Attendant	6.50
Child Care Center Clerk	8.10
Chore Aid	5.93
Homemaker	9.01

Plant and System Operation Occupations

Boiler Tender	17.84
Sewage Plant Operator	16.94
Stationary Engineer	17.84
Ventilation Equipment Tender	13.32
Water Treatment Plant Operator	16.94

Protective Service Occupations

Alarm Monitor	5.85
Corrections Officer	11.87
Court Security Officer	12.33
Detention Officer	11.87
Firefighter	11.86
Guard I	5.33
Guard II	5.85
Police Officer	14.75

Stevedoring/Longshoremen Occupations

Blocker and Bracer	14.56
Hatch Tender	14.56
Line Handler	14.56
Stevedore I	13.72
Stevedore II	15.29

Technical Occupations

Air Traffic Control Specialist, Center (2)	26.07
Air Traffic Control Specialist, Station (2)	17.98
Air Traffic Control Specialist, Terminal (2)	19.79
Archeological Technician I	9.20
Archeological Technician II	10.35
Archeological Technician III	12.78
Cartographic Technician	12.78
Civil Engineering Technician	12.78
Computer Based Training (CBT) Specialist/ Instructor	18.39
Drafter I	10.75
Drafter II	12.90
Drafter III	15.26
Drafter IV	18.59
Engineering Technician I	8.23
Engineering Technician II	9.22
Engineering Technician III	10.33
Engineering Technician IV	12.78
Engineering Technician V	15.65
Engineering Technician VI	18.93
Environmental Technician	12.78
Flight Simulator/Instructor (Pilot)	21.15
Graphic Artist	18.39
Instructor	15.65
Laboratory Technician	12.47
Mathematical Technician	12.78
Paralegal/Legal Assistant I	10.17
Paralegal/Legal Assistant II	11.63
Paralegal/Legal Assistant III	14.23
Paralegal/Legal Assistant IV	17.21
Photooptics Technician	12.78
Technical Writer	19.19
Unexploded (UXO) Safety Escort	16.57
Unexploded (UXO) Sweep Personnel	16.57
Unexploded Ordnance (UXO) Technician I	16.57
Unexploded Ordnance (UXO) Technician II	20.05
Unexploded Ordnance (UXO) Technician III	24.02
Weather Observer, Combined Upper Air and Surface Programs (3)	12.47
Weather Observer, Senior (3)	16.08
Weather Observer, Upper Air (3)	12.47

Transportation/ Mobile Equipment Operation Occupations

Bus Driver	11.47
Parking and Lot Attendant	7.89
Shuttle Bus Driver	10.77
Taxi Driver	9.74
Truckdriver, Heavy Truck	12.11
Truckdriver, Light Truck	10.77
Truckdriver, Medium Truck	11.47
Truckdriver, Tractor-Trailer	12.11

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$1.92 an hour or \$76.80 a week or \$332.80 a month.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 7 years, and 4 weeks after 11 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard including working with or in close proximity to explosives and incendiary materials involved in research, testing, manufacturing, inspection, renovation, maintenance, and disposal. Such as: Screening, blending, dying, mixing, and pressing of sensitive explosives pyrotechnic compositions such as lead azide, black powder and photoflash power. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive explosives and incendiary materials. All operations involving regarding and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard. Including working with or in close proximity to explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation and, possibly adjacent employees, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used.

All operations involving, unloading, storage, and hauling of explosive and incendiary ordnance material other

than small arms ammunition. (Distribution of raw nitroglycerine is covered under high degree hazard.)

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.